

March 8, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Beth Dunning, DPW Commissioner
Larry Wagner

Absent: Rick Smith, Sheila French, Sue Brinthaup, Chris Friend

Guests: Mike & Maureen Nicolo (Community Days), Highway Supervisor Don Gaylord

The meeting was called to order at 7:05 PM by Chairperson Sheila Dilmore

Minutes Correction. Chr. Dilmore advised the secretary that in the January 18, 2005 minutes, under the subject "Lights", the name Larry Wagner should be corrected to read Chr. Sheila Dilmore indicated Councilman Kaner.....

Community Days. Mike and Maureen Nicolo advised the Parks Commission members that the old green trailer is in bad shape and the Community Days committee is considering the purchase of a new trailer. There was also discussion concerning what the Parks Commission might request from Community Days.

Pavilion. Beth Dunning submitted two quotes from Dalrymple's and Custom Mix for concrete for the new pavilion in Community Park Extension. There was brief discussion concerning concrete, electricity, the parking lot, and volunteer help. Don Gaylord volunteered to supply forms and materials for the footers. Chr. Dilmore is awaiting information from Rick Smith concerning the brackets for the pavilion.

Lacrosse. Larry Wagner indicated the goals need to be ordered and he is waiting to get a copy of the league's insurance.

Trees. Larry Wagner reported that the Town has ordered 1000 blue spruce trees. Placement of the trees was discussed with the possibility of planting some of them at Whitney Park between the houses and the park.

Soaring Ridge Development. The Town Code section, Neighborhood Parks and Playgrounds section was reviewed. There was discussion regarding putting a park in Soaring Ridge Development Plat. The Park Commission recommended to take payment in lieu of park land for this development project.

Harris Hill Park. Beth Dunning presented a request to purchase a "climber" toy for Harris Hill Park. She has found one she prefers with free shipping if ordered by March 15th. The Parks Commission recommended to purchase this climber for Harris Hill Park. Beth will coordinate this project with Larry Wagner.

There being no further business, Chr. Dilmore adjourned the meeting at 8:50 PM.

**NEXT MEETING: MARCH 29, 2005, 7:00 AT THE
COMMUNITY CENTER**

March 29, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Sue Brinthaup, Chris Friend, DPW Commissioner Larry Wagner, Highway Supt. Don Gaylord

Absent: Beth Dunning, Sheila French

The meeting was called to order at 7:05 P.M.

Community Park Ext.

Pavilion. The new pavilion for Community Park Ext. was discussed. Rick Smith will get an estimate for electricity and volunteered to head up the electrical installation, Larry Wagner will obtain an approximate cost for getting water to the pavilion. Sheila Dilmore will contact Ed Bower (potential Project Leader) and she and Deanne Williams will coordinate a plan for obtaining volunteers.

A quote from Seneca Supply of \$678.09-(\$ 171.00 for nuts and bolts and \$507.09 for rebar and wire mesh) was submitted.

Larry Wagner informed the Commission members that in order to get the pavilion project moving, the following needs to be done: Information must be submitted to the Town Clerk by April 6th to get on the Town Board Agenda, a presentation must be made to the Town Board by the Parks Commission at the Town Board Meeting on April 13th and then the Town will have to schedule a public hearing.

Lights. Lights along the Walking Path were briefly discussed and Rick Smith advised of the cost to make all the lights match.

**RESOLUTION NO. PK 01-05
WALKING PATH LIGHT REPLACEMENTS APPROVED**

Resolution by: Williams
Seconded by: Brinthaup

RESOLVE the Parks Commission recommends to the Commissioner of the Department of Public Works that the six high pressure sodium lights on the Walking Path in Community Park Extension be replaced by six metal halide lights.

CARRIED: AYES: Friend, Williams, Dilmore, Brinthaup, Smith
NAYS: None Absent: Dunning, French

Harris Hill Park. Larry Wagner advised the “climber” toy for that park has been ordered.

Rails to Trails. Larry Wagner informed the Commission members that a grant for money for a bridge is in process with George Winner’s office (Sperry Navone).

Lacrosse. Larry indicated he has received the Lacrosse League insurance and the goals have arrived.

Pine Circle Park. Chris Friend indicated that work needs to be done on the sign at that park.

Community Park. Larry Wagner indicated the sign on Main Street needs to be replaced and submitted some drawings for discussion.

Correspondence:

A letter dated March 17, 2005 was received from Dr. Jacob Felix, Vice-President of the American Academy of Pediatrics of Upstate New York supporting the construction of a walking path in Whitney Park.

There being no further business, Chr. Dilmore adjourned the meeting at 8:40 P.M.

**NEXT MEETING: April 19, 2005 at 6:00 P.M. at
Town Hall Parking Lot for the
Annual Park Tour**

April 19, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Beth Dunning, Rick Smith,
Chris Friend, DPW Commissioner Larry Wagner

Absent: Suzanne Brinthaupt, Sheila French

The Parks Commission met at 6:00 P.M. to begin the Annual Parks Tour of the parks on the south side of Route 17. The parks on the north side of Route 17 will be visited at the next meeting of the Parks Commission.

**NEXT MEETING: MAY 17, 2005 AT 6:00 P.M. , Town
Hall Parking Lot for remainder of the
Annual Park Tour**

June 21, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Sheila French, Suzanne Brinthaup, Rick Smith,
Deanne Williams, Beth Dunning, Chris Friend, DPW Commissioner Larry
Wagner

The meeting was called to order at 7:00 P.M. by Chr. Sheila Dilmore.

Community Park Extension

Pavilion. The new pavilion construction was discussed including cement work and electrical wiring. Don Gaylord and Rick Smith will be coordinating their work. Help with construction may possibly be obtained from the Lions Club members and possibly the Masons

Soccer Fields. Larry indicated Finger Lakes Home School Soccer would like to use a soccer field July to November. Since all fields are being used, it was the unanimous consent of the Parks Commission members that Larry prepare a soccer field near the softball fields in the park for the fall season only. Softball will continue to have preference over use of the field area now and in the future.

Whitney Park

Memorial Service. Supervisor Balland gave Larry Wagner a copy of the notice of a Memorial Service for Mary Barnes who donated Whitney Park land to the Town. The service will be Saturday, June 25, 2005 at 10:00 A.M. at Catlin United Methodist Church.

Grant. There was discussion regarding a grant for Whitney Park development being prepared and submitted by LaBerge. This development consists of a walking trail, park entrance and parking lot, soccer fields, park sign, picnic tables, benches, etc. The grant needs to be submitted by June 30th.

Old Business:

Larry Wagner submitted a note from Dain Lindquist thanking the Town for taking part in a successful Golden Shoe hunt in Community Park.

New Business:

Larry Wagner informed the Commission members that Lidar measurements are being done in the Town by DEC and FEMA for mapping purposes. We may notice boxes located in the park, Harris Hill and other areas in town.

There being no further business to come before the Parks Commission, Chr. Dilmore adjourned the meeting at 8:25 P.M.

NEXT MEETING: July 19th at 7:00 P.M. at the
Community
Center

July 19, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Chris Friend, Beth Dunning, DPW
Commissioner Larry Wagner, Sheila French

Absent: Suzanne Brinthaupt, Rick Smith

The meeting was called to order at 7:05 PM by Chairperson Sheila Dilmore.

Pavilion. The current status of the pavilion project was discussed. Chr. Dilmore advised the members that Dan Comfort has offered to be the project coordinator for the new pavilion project.

2006 Budget. The Parks Commission members were asked to check their respective parks to ascertain what they would like in their park for the year 2006 budget preparation and submit the information to Chr. Dilmore. There was discussion concerning some of the requests which were known already.

Soccer. There was discussion for the need for more soccer fields. The Parks Commission was updated on a meeting held with Sheila Dilmore, DPW Commissioner Larry Wagner, CVSA, and Finger Lakes Home School Soccer to work out requests for field reservations.

There being no further business to come before the Parks Commission, Chr. Dilmore adjourned the meeting at 8:00 p.m.

August 16, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Suzanne Brinthaup, Beth Dunning,
Sheila French, Chris Friend, DPW Commissioner Larry Wagner

Absent: Rick Smith

The meeting was called to order at 7:05 PM by Chairperson Sheila Dilmore.

Community Park.

Sheila French indicated this park needs:

- The trash cans that have been tipped over need to be set back up
- Community Days still has two trailers and a ticket booth there.

Chr. Dilmore will contact Community Days concerning the trailers and ticket booth.

Community Park Ext.

Walking Trails. Chr. Dilmore stated she had received a request that the Walking Trails be marked in increments so that people could gauge how far they had walked. After discussion it was unanimously agreed that Larry Wagner would have the Walking Trails marked at every ¼ mile.

Pavilion. Larry indicated that Don Gaylord is waiting for the brackets for the pavilion. There was brief discussion concerning parking trucks in the park after closing time and parking on the fields.

Harris Hill Park.

Beth Dunning informed the members that the new equipment placed in the park looks very nice.

CVSA Soccer. Larry indicated he had a request from CVSA Soccer for the use of Golden Glow Park for practices. The Parks Commission members discussed this and agreed that Larry should notify them that the policy is not to allow organized sports in neighborhood parks.

Work Orders. Larry Wagner asked that each Parks Commission member send an e-mail if they request any work done in their park(s) when they notice something rather than wait for a meeting to notify of the request.

Chr. Dilmore adjourned the meeting at 8:35 PM.

September 20, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Beth Dunning, Chris Friend, Sue Brinthaupt, DPW Commissioner Larry Wagner

Absent: Sheila French (excused)

The meeting was called to order by Chr. Sheila Dilmore at 7:00 P.M.

Chr. Sheila Dilmore submitted copies of her recent review of all the parks.

Maple Shade Park. DPW Commissioner Larry Wagner reported that the metal adult swing in Maple Shade Park had been damaged.

CVSA Soccer. Chr. Sheila Dilmore reported that she had spoken with Steve Hoover of Chemung Valley Soccer Association (CVSA) and he has again requested use of Golden Glow Park for soccer practices and games. The Parks Commission again voted on this issue. The outcome was 5 -2 to not allow an organized sport to be played in a neighborhood park. Sheila will contact Mr. Hoover with the Parks Commission decision.

Whitney Park. Rick Smith asked the status of Whitney Park and Larry Wagner brought him up to date on having applied for a grant to be used for an entrance road, parking lot, walking trail, goals, soil and sign for that park.

Reynolds Park. Deanne Williams requested the walkway into the park be trimmed as the bushes are growing through the fence and obstructing the walkway. Deanne will check to see if the two new red swing seats have been installed.

Henry Minier Park. Larry Wagner reported that the pot holes have been filled in and the entrance drives had been swept to remove excess gravel..

Community Park. Larry reported that the bench swing has been ordered and should be arriving soon.

Walking Path. Larry indicated the Walking Path will be paved on Wednesday or Thursday of this week.

Pavilion. Larry informed the Parks Commission members that the new pavilion project can officially move ahead and that the Parks crew has built the forms.

Chr. Dilmore indicated the Lions Club and the Masons have been approached and some of their members have expressed willingness to help with construction if they are not busy when the Parks Commission is ready to begin. Chris Friend interjected that a date for construction is needed before volunteers came commit to help. Rick Smith reminded the Commission that the conduit needs to go in. Rick and Don Gaylord will coordinate this effort.

Bridge. Chr. Dilmore submitted a letter dated August 12, 2005 to the Town Supervisor from Senator George Winner stating that funding in the amount of \$32,200 has been requested through the Multi-Model program to assist with the construction of a pedestrian bridge. The letter states that NYS DOT is the administering agency in charge of reviewing the funding request and that the Town Supervisor will be receiving notification from NYS DOT on how this monetary assistance will be administered.

There being no further business, Chr. Dilmore adjourned the meeting at 8:00 P.M.

**NEXT MEETING: OCTOBER 18, 2005 at 7:00 P.M. in the
Community Center**

October 18, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Suzanne Brinthaup, Rick Smith,
Chris Friend, Beth Dunning

Absent: Sheila French (excused), DPW Commissioner Larry Wagner

Chr. Sheila Dilmore called the meeting to order at 7:00 P.M.

Community Park Extension

Pavilion. Chr. Sheila Dilmore reported that according to DPW Commissioner Larry Wagner, the concrete pillars have been poured and conduit is in. Larry needs a list of materials from Rick Smith for electrical supplies to be ordered. A list of volunteers is needed for Larry Wagner. Sheila will contact Dan Thompson who will supervise the pavilion construction project and speak with Larry concerning possibly starting construction Veteran's Day weekend.

Sue Brinthaup will contact the Lion's Club to see if any of them would be willing to help with the construction.

Walking Trail. Sue Brinthaup reported she had walked the trail and it looks very nice. It has been repaved and is marked at tenths of a mile increments.

Trees. There are a couple of dead trees that need to be removed. Chris Friend will look into the best time to do maintenance on the trees and consult with Larry Wagner.

Community Park

Park usage/signage was briefly discussed. It was confirmed that the policy is to limit unnecessary signage in the parks.

Whitney Park. Chris Friend questioned whether it might be necessary to put up temporary posting at that park. Chr. Dilmore will discuss this with Larry Wagner.

There being no further business, a motion was made by Rick Smith, seconded by Deanne Williams to adjourn the meeting. Motion CARRIED. The meeting adjourned at 7:45 P.M.

**NEXT MEETING: November 15th at the Community Ctr.
at 7:00 P.M.**

November 15, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Deanne Williams, Rick Smith, Chris Friend

Absent: Beth Dunning, Suzanne Brinthaup, Sheila French

The meeting was called to order at 7:10 P.M. by Chairperson Dilmore

Community Park Extension

There was discussion concerning the progress of work in leveling the parking lot at Community Park Extension, the pavilion, and construction and procedures for building bathroom facilities for that park.

Grants

Chris Friend will be checking with DPW Commissioner Larry Wagner concerning the status of the grant for the Rails to Trails bridge and the Whitney Park grant.

A motion was made by Chr. Sheila Dilmore, seconded by Rick Smith to adjourn the meeting. All members voting aye, meeting was adjourned at 7:45 P.M.

NEXT MEETING: DECEMBER 13, 2005,
7:00 PM AT THE
COMMUNITY CENTER

December 13, 2005
Parks Commission Meeting Minutes

Present: Chr. Sheila Dilmore, Sheila French, Deanne Williams, Chris Friend, Beth Dunning, DPW Commissioner Larry Wagner

Absent: Suzanne Brinthaupt, Rick Smith

The meeting was called to order at 7:00 PM by Chairperson Sheila Dilmore.

2006 Chairperson. The Parks Commission members present unanimously agreed to recommend to the DPW Commissioner that the Town Board reappoint Sheila Dilmore as the Parks Commission Chairperson for 2006.

Member Reappointment. As interest was expressed in continuing to serve on the Parks Commission, and the term was up, it was unanimously agreed to recommend to the DPW Commissioner that the Town Board reappoint Chris Friend as a member of the Parks Commission with a term ending of December 2012.

Memorial. Chr. Dilmore indicated she had been approached by Richard Bauer, a town resident inquiring if an option exists to purchase a bench for Fawn Acres Park as a memorial to a deceased neighbor. The Parks Commission agreed to research and discuss this possibility. Sheila will inform Mr. Bauer.

2006 Wish List. Chr. Dilmore distributed a copy of the Wish List for 2006. The Parks Commission members will peruse and discuss this list.

2006 WISH LIST

Community Park Ext:

- Pavilion
- Restrooms
- Parking Lot
- Fountain, Tranquil Garden
- Concession Stand improvements or new construction (awning, ground work)
- Playground equipment

Whitney Park:

- Status of grant
- Walking path
- Future Projects (playground equip., athletic fields, picnic area)

Rails to Trails:

- Bridge (grant status)

Lowe Pond:

- Picnic tables
- Adult bench swing

Golden Shoe Program. A letter dated November 14, 2005 to the Town Supervisor from Dain Lindquist, Coordinator of the Eat Well Play Hard Partnership of Chemung County was received stating that in 2006 they would like to hold the event again and asking for the support of Town of Big Flats by allowing them to use Community Park Walking Trail in May 2006 as one of the sites within the County where they place shoes. As childhood obesity has a higher than average rate in Chemung County, and this was a worthwhile and successful program last year, the Parks Commission members present agreed to recommend to the DPW Commissioner Larry Wagner, that continued support be expressed by allowing this use of the Walking Trails in 2006.

DPW Commissioner Larry Wagner reported the status of several projects:

Reynolds Park – new park sign is up

Community Park – swinging bench has been put in

- recent snowmobile on grounds is being investigated

Ponderosa Park – lease from new owners of property must be obtained

Community Park Ext. – materials for pavilion have been delivered, the beams for the ceiling are in the process of being sanded and sealed

Whitney Park Grant – should hear something in March or April 2006

Community Park Bridge Grant – no news as yet

Harris Hill Park. Beth Dunning requested a see-saw be purchased for this park. She will research this and consult with Larry Wagner.

Pine Circle Park. Chris Friend questioned if the broken sign has been replaced. Larry Wagner will check into this.

Town Newsletter. Chr. Dilmore indicated the new Town Newsletter will be sent out the first week in January 2006.

There being no further business, Chr. Dilmore adjourned the meeting at 7:40 PM.

**NEXT MEETING: JANUARY 17, 2006 AT 7:00 PM at the
Community Center**